

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**

Child and Family Services Agency



CONTRACTS AND PROCUREMENT ADMINISTRATION

**DETERMINATION AND FINDINGS FOR  
A SOLE SOURCE CONTRACT**

**CONTRACT NO.:** CFSA-10-C-0103  
**CAPTION:** Mental Health Services  
**PROPOSED CONTRACTOR:** API Associates

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Official Code § 2-354.04, 27 DCMR 1304 and 1700, 1701

**2. MINIMUM NEED:**

The Child and Family Services Agency, has the following minimum need:

- (a) The Government of the District of Columbia, Child and Family Services Agency (CFSA) has a need for a contractor that provides mental health services. Functions that include individual, play and family therapy for children and their families who are in the care of the Child and Family Services Agency.

**3. ESTIMATED REASONABLE PRICE:**

\$21,000.00

**4. FACTORS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:**

- (a) The Child and Family Services Agency, as part of the ongoing *LaShawn A v. Bowser* federal litigation, is required to provide services that will enable CFSA youth to successfully transition out of the child welfare system;
- (b) The Child and Family Services Agency has a minimum requirement to procure mental health services for children and their families who are in the care of the District of Columbia, Child and Family Services Agency CFSA.;

- (c) The current contractor is capable of meeting the District's need for mental health services during the proposed period of performance due to them having a working knowledge of CFSA requirements and responsibilities as it pertains to individual and family therapy.

**5. CERTIFICATION BY AGENCY HEAD:**

I hereby certify that the above findings are true, correct and complete.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Raymond Davidson  
Interim Director

**6. CERTIFICATION BY CONTRACTING OFFICER**

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that no response was received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tara Sigamoni  
Agency Chief Contracting Officer

**DETERMINATION**

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive bidding process under either Section 402 or 403 of the District of Columbia Procurement Practice Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code §2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tara Sigamoni  
Agency Chief Contracting Officer